

# MAHMOUD ELGENDI

## SENIOR ACCOUNTANT



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### PROFILE

A highly driven **Senior Accountant** with more than 10 years of experience. Over the course of these years, I have successfully helped organisations in Saudi Arabia to comply with VAT which still remains a challenge for many companies. I also managed to save my company more a fair amount of money in expenses by implementing efficient financial strategies. Moreover, I have developed key skills including communication, time management, problem solving and leadership. I am currently looking to fit in a position that is challenging and progressive yet allows me to develop myself and expand my skillset.

### WORK EXPERIENCE

#### SENIOR ACCOUNTANT 2010 - Current

HALJ Group

- Control cash flow in bank accounts through cash flow analysis.
- Create monthly actual cash flow statement for budgeting.
- Examine daily transactions as part of cost accounting.
- Reconciliation of general ledger to maintain consistency.
- Manage accruals and prepaid expenses.
- Develop accounting systems and controls to ensure data accuracy.
- Instigate fixed assets auditing schedules.
- Generate financial statements including income statement and statement of cash flows.
- Guide team-members and develop them through training.
- Solve complex issues by collaborating with internal as well as external auditors.

#### Accountant 2009 - 2010

Al Fanar IT Co.

- Maintained financial records and ledger accounts
- Created accrued and prepaid expenses journal entries.
- Reorganised corporate and financial reports.
- Forecasted sales and revenue.
- Designed professional and visually stunning reports.
- Delivered accurate cash flow analysis.

#### Accountant 2008 - 2009

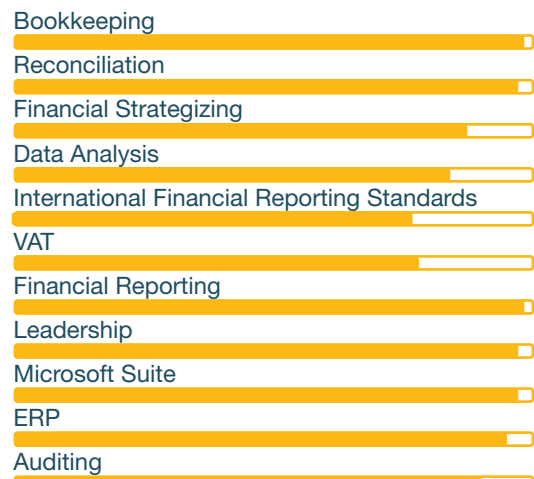
Balqase Hotel

- Produced employees overtime cost reports.
- Booked accrual and prepaid expenses.
- Reconciled sales with cash collections.
- Reorganised system generated reports.
- Maintained employee payroll.

### ACHIEVEMENTS

- 10+** Years' experience in forecasting and budgeting.
- 7** Years' Auditing Statements finalised for 10 organisations.
- 1m** In costs saved through effective financial strategising.
- 80%** Accurate forecasting achieved in 2017.
- 600** Hours of Data Entry and Report Generation in 2017.
- 5** Team members of various roles led and developed.

### SKILLS



### EDUCATION

#### Bachelors of Commerce - Accounting

Mansoura University  
Year of Award - 2005  
Egypt

### LANGUAGES

